

**MINUTES
PLANNING COMMISSION
February 1, 2016**

The Wyoming Planning Commission met in regular session on February 1, 2016 in the Council Chambers at the City Building. The meeting was called to order at 7:00 p.m. by Mr. Jon B. Boss, Chairman. Attendance was as follows:

MEMBERS:

Jon B. Boss, Chairman
Phyllis Bossin
Dan Johnson
Mary Beth McGrew

OTHERS:

Terry Vanderman, Community Development Director
Megan Statt Blake, Assistant Community Development Director

Approval of the December 7, 2015 Meeting Minutes

Ms. Bossin moved to approve the minutes as written. Mr. Johnson seconded the motion. All voted yes, the motion carried.

Committee Reports

No reports were received.

Citizen Participation

No comments were received.

Business

2017 Master Plan Update:

Mr. Vanderman provided the update. The City is seeking a lump sum proposal from its preferred consultant, MKSK, to create the new Comprehensive Master Plan for the community. The Consultant will assist the City in the creation of a new Master Plan that is intended to serve as a guide in the implementation and protection of the vision of the City for the next decade. The anticipated total budget for this project including all services provided by the Consultant, and sub-consultants, market research, reimbursable expenses and other things necessary to deliver the final product is \$50,000. However, this figure may be subject to adjustment based on the Consultants expected ability to provide a document that comprehensively meets the expectations as outlined by the City.

The Master Plan Steering Committee met in March to discuss the proposal and will meet with MKSK to ask them questions and to help clarify anything outstanding as well as to

meet face-to-face to ensure that the Committee members feel comfortable working with them. It is anticipated that the \$50,000 budget may well fall short of the budget necessary to complete the project however the expense will bridge the 2016-2017 budget year so it is possible that Council could allow additional funding in the 2017 budget.

Mr. Boss commented that the final proposal/scope of services went through a series of revisions among the Master Plan Committee members who spent some time reviewing the scope several times in order to get it right.

Ms. Bossin inquired about the current Master Plan and how much it cost to produce. Mr. Vanderman recalled that the cost was approximately \$70,000. Mr. Vanderman commented that it would be great if the Consultants can accomplish everything that we want with the new Plan for \$50,000 but he is anticipating additional funds may need to be allocated to finish the work. Mr. Boss commented that the written scope of services makes it very clear what we are seeking so the consultant should be able to tell right away if the budget will need to be increased or not.

Mr. Vanderman added that the Master Plan Committee decided to provide the alternate members with all of the information so that everyone can be up to speed in the event a member needs to be replaced. Mr. Vanderman asked Mr. Johnson and Ms. McGrew if they would like to be included in the email chain to remain informed or if they would prefer to simply receive copies of the meeting minutes to stay informed in that manner. He added that once the process begins it is his intention to provide a monthly update to the members. Mr. Johnson and Ms. McGrew indicated that they would like to receive meeting minutes in order to keep informed.

Nomination of a Local Planning Commission Member to the Hamilton County Regional Planning Commission:

Mr. Vanderman reported that two individuals have expressed interest in being elected to the Regional Planning Commission to serve a five-year term. The individuals are David Okum of the Springdale Planning Commission and Mark Tilsley from the City of Madeira. Mr. Vanderman stated that he has had experience in the past with Mr. Tilsley who he believes is very competent to serve in this capacity. He has also familiar with Mr. Okum. In his last conversation with Todd Kinskey, the Director of the Hamilton County Regional Planning Commission, Mr. Vanderman stated that Mr. Kinskey would be very comfortable working with either candidate. Mr. Okum has been serving the position in the current term and is interested in being reelected to another term.

Mr. Johnson stated that he has worked with both individuals and he can recommend both equally. Ms. McGrew stated that she knows of both individuals but knows Mr. Tilsley better. Both are good candidates. Ms. Bossin stated that she has no preference in the candidates.

There being no additional comments or discussion, Mr. Johnson moved to nominate Mr. David Okum as the Local Planning Commission Member to the Hamilton County Regional Planning Commission. Ms. McGrew seconded the motion. All voted yes, the motion carried.

Possible Changes to Section 302 of the 2012 International property Maintenance Code & Chapter 1357 Regarding Outside Storage:

Mr. Vanderman reported that his Department is contemplating changes to the Code that will provide further direction as to the types and circumstances of outdoor storage. More specifically, the changes are intended to clarify what items are acceptable to be stored outside and under what circumstances they are permitted, e.g. location, quantity, etc.

In 2013, City Council passed an Ordinance adopting the 2012 International Property Maintenance Code which ultimately replaced Section 1357 of the Code. Section 302.1 of the International Property Maintenance Code was modified as much as possible to relate to our standards. In most cases, people understand what our community is about. When you drive through town one can generally tell what the community standard is. Sometimes however, properties are not well maintained and as issues arise. A standard has been established in the community that allows the Department to bring someone to Mayor's Court when needed. Occasionally the case is transferred to Hamilton County for trial. In those cases, our opinion of blight may be a bit more stringent than the opinion of the presiding judge.

Mr. Vanderman further explained that Ms. Statt Blake has conducted research among other communities with similar legislation and found that the City of Cincinnati has the most definitive language as to what is acceptable for outside storage.

The City has been successful in applying the provisions of Section 302.1 which is an improvement over the original verbiage, but the wording is still a bit vague and can be a challenge to apply when folks choose to be argumentative or just do not seem to appreciate our general community values. We will work with the City Solicitor and likely refine the language however the members were asked to review a draft which would provide a good understanding of the intent. After further review Mr. Vanderman is recommending that Section 302.1 in Ordinance 3-2014 will remain the same. Section 302.1.1 will be added to the Code to address items that can and cannot be stored outdoors as well as the terms and conditions of such storage. There will be identified exceptions as well. The proposed change in legislation has yet to be sent to the Solicitor for comment based on the timing of the change. If the Planning Commission is supportive and generally in favor of the proposal language a recommendation should be made to City Council. The next step in this process is for the Administration to work with the Solicitor to ensure that the language is correct and to return the proposed legislation to the Planning Commission for review.

Ms. Bossin asked for clarification referencing Section 351.18 and 351.19 regarding the storage of vehicles on properties. Mr. Vanderman explained that the City's current Code allows for the storage items such as boats, trailers, campers, etc. to be parked on private property in an enclosed garage or in the rear yard if on a paved surface. Other items, depending on their size, are limited to a seven day storage period. There were a number of these types of provisions in the Code before it was transferred out of the Planning/Zoning Code and into the General Offence Codes. Police Officers can run the license plates to determine ownership where the Administration and/or Community Development staff could not.

Mr. Vanderman distributed a series of pictures to the members of a property in the community that currently has an open case for violations. There are not a significant number of these instances in the community but we periodically encounter couches being stored on porches of rental properties as an example. This is something that simply does not belong on a front porch and are handled accordingly.

Mr. Johnson questioned a few of the provisions in the draft and stated that several of his neighbors keep their grills in the front of their homes on the driveway; there are also residents that have lawn furniture in their front yards as well as decorative lawn ornaments; the new language suggests that these items would be violations. He expressed concern that once a homeowner is notified that something in their front yard violates the Code that may give the resident the idea to go around town and pick out other neighbors that are doing similar or worse and expect the Code to be applied. He expressed concern that being too specific about these items could put the City in the middle of neighbors. Mr. Vanderman added that if someone calls the City to lodge a complaint his Department will deal with that appropriately using the Code. However, he does not anticipate getting calls from residents about their neighbor having a decorative chair or bench sitting near a decorative fountain. The Code will provide the flexibility to deal with situations that seem reasonable. The City Solicitor may provide some direction that will address these types of concerns.

Mr. Vanderman explained that there is a distinction in the Code to something being actively used verses just being stored. Ms. Bossin asked for clarification of what a lawn ornament is. Mr. Vanderman explained that it could be a bird bath or a gazing ball; it could be something you may find in someone's landscaping and may not find it offensive. Mr. Johnson commented that, as an example, the home near Compton Road and Hilltop Lane contains items in the front yard that folks may find less than appealing.

Mr. Vanderman suggested that the members not act on the proposed legislation this evening but rather allow him the time to confer with the City Solicitor on the language and to further research the Codes of other communities in an effort to come up with something that will work for Wyoming. Ms. Bossin commented that she likes how the Code is written

however there are areas that could be better explained. Mr. Johnson commented that whatever the City can do to make the community more livable is his preference. Mr. Vanderman commented that these are valid concerns and he will return to the Members at the next meeting with additional information.

2007 Master Plan Spreadsheets:

Mr. Vanderman reported that the City's temporary intern recently worked on updating the Master Plan spreadsheets. The spreadsheets have been successful and have been a useful tool by keeping projects in the forefront. In turn, the Administration and City Council have been able to use the data from the spreadsheets to drive decisions on funding. The spreadsheets keep us on target and help make the Master Plan a working document. The consultants for the next Master Plan can use the spreadsheets to identify what we have not yet accomplished and if the new Plan should address the matters. Ms. Bossin stated that the spreadsheets keep the City moving forward as one can see how much has been accomplished.

Miscellaneous:

Mr. Vanderman reported that as the Members may have noticed the buildings on the former Kattelman properties have been demolished. Building Value was able to recycle many of the products of the homes and they are completing the project by leveling the site with topsoil, seed, and straw. The property will be land banked for now until the Recreation Commission and ultimately City Council determines what its long-term use will be. Some of the vegetation along the sidewalk will be removed but for now, most of the trees and other vegetation will remain on the property.

Mr. Boss commented that people can actually see the Recreation Center and Pool property much easier. The multi-purpose field has become much more visible as well. Discussion was held regarding the steep drop in grade from the street/sidewalk level to the Recreation Center parking lot.

Mr. Boss commented that the City Manager has been involved in discussions about the possibility of installing a dog park in the community. Mr. Vanderman stated that Ms. Tetley completed some initial research and there are industry standards as to the size and location of dog parks. He explained that it will likely be very hard to find an appropriate piece of property in the community to meet the standards while appeasing the nearby neighbors. Springfield Township is considering a dog park installation that should meet the criteria however it may be several years out before it is created. If this comes to fruition, it does seem to be a good alternative. Mr. Vanderman will keep the Members informed as this project progresses.

Excusal of Absent Members:

Ms. Bossin moved to excuse Ms. McCauley. Mr. Johnson seconded the motion. There being

no discussion or comments by roll call vote, the motion to excuse Ms. McCauley passed with all voting yes.

Adjourn:

There being no further business before the Commission, Ms. Bossin moved to adjourn the meeting. Mr. Johnson seconded the motion. All voted yes, the motion carried. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Debby Martin, Executive Assistant

Jon B. Boss, Chairman